Macdonald, Donald Bruce, 1872- Nov. 1919 - June 1920 (036)

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Nov. 3rd. 1919.

My dear Sir Robert;-

We are having our Annual Distribution of Prizes at St. Andrew's College on the afternoon of Friday, November 28th., at 3:00 o'clock. I hope you will be able to arrange to be with us.

With kind regards,
Yours faithfully,

D. R. Macdonald

Sir Robert Falconer,
University of Toronto,
Toronto.

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Nov. 21st. 1919.

My dear Sir Robert;-

I drop you a line to remind you that we are looking forward to having you with us on Friday afternoon, November 28th., on the occasion of our Annual Prize-Giving. I would like you to meet the Governors in the Board Room of the College a few moments before three, if you can make it convenient to do so.

With kind regards,
Yours faithfully,

A. Bruce Macdonald

Sir Robert Falconer,
University of Toronto,
Toronto.

November 24th, 1919

Dr. D. Bruce Macdonald,
St. Andrew's College,
Toronto.

Dear Dr. Macdonald:

The President asked me to say that he is keeping Friday afternoon, November 28th, and will be with you a little before three in the Board room.

He also asked me to send the enclosed card of Knox College and Mr. Black's letter. Perhaps you would place it on your Bulletin Board. We are having the postcards of the University Buildings put up in this Building.

Yours sincerely,

President's Secretary.

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HEADMASTER
REV. D. BRUCE MACDONALD, M.A. LL.D.

Feb. 3rd. 1920.

Sir Robert Falconer,
University of Toronto,
Toronto.

My dear Sir Robert:-

Thank you very much, indeed, for the letters which you have written to Ottawa. I am very grateful to you for the trouble to which you have gone.

With kind regards,

Yours faithfully,

D Bruce Macdonald

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THE BOARD OF GOVERNORS.
OFFICE OF THE CHAIRMAN OF
THE PROPERTY COMMITTEE.

TORONTO, Feb. 21st. 1920191

Sir Robert Falconer,

St. George St.,

Toronto.

My dear Sir Robert;-

I enclose for your information copy of minutes of the meeting of the Special Committee on the Press held yesterday afternoon. I thought that probably you would like to have the information before you. As this is the original copy it might be well for you to preserve it and have it at the next meeting.

I asked Mr. Hamilton some very direct questions in the matter of salary which lead to his stating his point of view. At the same time I stated that in the absence of Mr. Riddell and yourself, particularly you as President of the University, it would be impossible for the Committee to consider the question as so many other interests were involved. As soom as you are well enough to take the matter up, I see no reason why the Committee cannot meet and bring the matter to a conclusion.

With kind regards,

Yours faithfully,

B. Macdonald

MINUTES OF MEETING

The Sub-Committee of the Printing Committee charged with enquiring into and reporting to the Board of Governors on the feasibility of taking over the book department as a retail department of the Press, met at the office of the Manager of the Press on the afternoon of Thursday, Feb. 19th., at 2:30. There were present - Dr. D. Bruce Macdonald, presiding, Colonel A. E. Gooderham and Professor Burton. Mr. Hamilton was also present. A letter was read from Mr. Russell expressing his regret at being unable to attend owing to absence from the City.

Professor Burton was asked to act as Secretary of the Committee.

In considering the question submitted to them for inquiry, the Committee found that the business turnover of the Students Book Department for last year and the present year was, according to the attached statement, as follows;-

1918-1919	$35,161.01
1919-'20 (partly estimated)	55,000.00

for which the net profits accruing to the manager according to the statement submitted to the Bursar were as follows:-

1918-1919	2,752.19
1919-1920 (Partly estimated)	5,500.00

In view of these facts the Committee were of opinion that the University Press should take over the Students Book Department as a retail Department of the Press, that the present saleable stock on hand in the Students Book Department should be taken over at a price to be agreed upon, and that Mr. Hamilton take over the management of the retail department at an addition to his present salary of ---------- ---------- , making his total remuneration ------ ----.

In reaching their conclusion the Committee had before them information which indicated that Mr. Hamilton has received total remuneration under existing conditions as follows:-

July 1 1918 - July 1st. 1919

Manager of Press	$2,250.00	
Profits from Book Department	2,752.19	$5,002.19

July 1st. 1919 - July 1st. 1920

Manager of the Press	$2,250.00	
Profits from Book Dept. (Partly estimated)	5,500.00	$7,750.00

The Committee realized that if the transfer were made such action would probably entail the transfer of the keeping and collection of the University Press accounts from the Bursar's office to the Press office, and the probable addition to the Press Staff of a Secretary-Treasurer.

E. F. Burton

Sec. Pro Tem.

Feb. 18. 1920.

COMPARATIVE STATEMENT OF RECEIPTS BETWEEN THIS YEAR AND LAST.

1918-19	RECEIPTS.	1919-20
$1968.49	July	$1219.68
888.79	August	321.01
1455.01	September	1556.84
9543.91	October	21878.78
5650.81	November	6119.64
2727.92	December	3740.60
4193.43	January	4999.89
1751.18	February 18th.	2420.92
$28179.54	Totals to date	$42257.36
$35161.01	Totals for whole year.	$55,000. (Estimated)

Board

THE VICE-CHAIRMAN OF
THE BOARD OF GOVERNORS
OF THE UNIVERSITY OF TORONTO.

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TORONTO, June 8th. 1920191

Sir Robert Falconer,

University of Toronto,

Toronto.

My dear Sir Robert;-

Absence from town will prevent my being present at the meeting of the Board on Thursday afternoon. I have been somewhat anxious that the relationship of Argyle House to the Board should be properly defined. I believe that the matter was referred originally to the President for investigation and report. If you do not feel like acting on your own responsibility, ~~it~~ would it be possible to have a small Committee appointed?

The whole matter is really important from the point of view of the Property Committee, as estimates are going in this year for the care of the house and there must be no doubt as to our right of entry.

With kind regards,

Yours faithfully,

A Russell Macdonald

Board

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ARGYLL HOUSE

FINANCIAL STATEMENT 1919,20

Receipts

Balance brought forward	$790.00
Receipts	2800.00
Total	3590.00

Expenditures

coal	$ 670.00
water	23.00
gas	25.00
repairs and furnishings	445.00
housekeeper	175.00
furnace man	170.00
meals for charwomen etc	180.00
laundry	120.00
loan ~~from~~ University	1000.00
miscellaneous	392.00
Total	$3400.00

Return of W. Atkins

Balance.....$190.00

Repairs to house 1919,20.....$179.00 } already paid for in addition.
Repairs to house 1918,19.....$400.00 }

Case of 209 St George St - very anxious that it should not be removed

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June 18th, 1920

Dr. H. Bruce Macdonald,
Chairman, Property Committee,
Board of Governors, University of Toronto.

Dear Dr. Macdonald:

I have just received the enclosed from the Warden of Hart House. It is so important that I am forwarding it to you that we may, if possible, have some action taken on Monday, which will lay the responsibility fully upon the city authorities.

With kind regards, I am,
Yours sincerely,

President.